



**City of Hermosa Beach**  
1315 Valley Drive, Hermosa Beach, CA 90254  
310.318-0203 - Fax 310.372-6186  
Email: [labbott@hermosabch.org](mailto:labbott@hermosabch.org)



Received By: CC  
Referred To: CC/FIN  
Date Referred: 1/9/17

## Public Records Request

The City of Hermosa Beach encourages public participation in the governing process and provides reasonable accessibility to all public records except those documents which are exempt from disclosure by express provisions of law or considered confidential or privileged under the law. The City is under no obligation to respond to requests which are not focused or specific. The City may withhold documents which are exempt from disclosure under state or federal law, including the attorney-client privilege or any other applicable privilege. The City, in accordance with Government Code Section 6253(b), has ten (10) days to respond to any request for public records by indicating whether or not the documents exist and will be made available. Actual production of the documents may take somewhat longer depending upon their ease of availability and staff workload. To assist us in providing a timely response to your request, please fill out the form below and indicate the specific record/document you wish to review.

Name (please print): <u>Bill West</u>		Email: <u>publicrecordsadvocate@gmail.com</u>	
Address:		Phone:	
City:		Fax:	

### Record or Document Requested:

To assist the City with your request, please identify each requested record/document separately. Please be as specific as possible. Non specific inquiries may cause responses to be delayed or may prove to be burdensome and therefore the City may not be able to respond. (Additional sheets may be used) **Submit all requests to the City Clerk's Office.**

See attached

Photocopies are \$0.10 per page (Mailing fee, if applicable is \$3.00 plus postage). Fees must be paid before records are released.

I agree to pay all applicable fees and charges per the City Council Resolution of Fees for any copies I request of the above mentioned document. *Accepted method of payment:* Cash or check. Credit card accepted in person only.

Signature

Date

### For Departmental Use Only:

Action Requested:

☐ Review Only

☐ Copies Requested

Action Taken:

☐ Document Reviewed

☐ Copies Provided

☐ Refusal/Reason

By \_\_\_\_\_ Date \_\_\_\_\_

☐ Non-Existent Document

☐ Other (Please Explain)

### For City Clerk's Use Only:

Date Requestor Notified \_\_\_\_\_ Notified By: \_\_\_\_\_ Date Picked Up or Mailed \_\_\_\_\_

## Lizanne Castillo

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**From:** Lizanne Castillo  
**Sent:** Monday, January 09, 2017 12:59 PM  
**To:** Lizanne Castillo  
**Subject:** FW: Public Records Act Request

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**From:** Elaine Doerfling  
**Sent:** Sunday, January 08, 2017 6:54 PM  
**To:** Linda Abbott  
**Subject:** Fwd: Public Records Act Request

Here's another request for a public record. Thanks! E

Sent from my iPad

Begin forwarded message:

**From:** Bill West <[publicrecordsadvocate@gmail.com](mailto:publicrecordsadvocate@gmail.com)>  
**Date:** January 7, 2017 at 7:00:12 PM PST  
**To:** undisclosed-recipients;  
**Subject:** Public Records Act Request

Dear City Clerk,

In accordance with the California Public Records Act, Government Code section 6254, et seq., request is hereby made upon you to supply the below described public records within ten days.

Please supply such records via e-mail to [publicrecordsadvocate@gmail.com](mailto:publicrecordsadvocate@gmail.com) or via facsimile to 1-855-225-1981.

Records to produce:

1. All Retainer agreements with all attorneys representing the City, whether as City Attorney, City Prosecutor, or as Special Counsel, which agreements are currently in effect.
2. All statements for attorney services between January 1, 2015 and December 31, 2016. You may redact descriptive information regarding pending matters that are subject to attorney client privilege in accordance with the recent California Supreme Court case of (*Los Angeles County Board of Supervisors v. Superior Court*, Case No. S226645 (Cal. Supreme Ct. Dec. 29, 2016)).
3. In lieu of number 2 above, you may comply with this request by submitting instead, for the period in question, detailed summaries of attorney services such as warrant registers if the warrant registers are itemized to show, for example, line items for "Retainer," "Litigation," "Labor", "City Prosecutions," etc.

If you have any questions regarding this request, please submit them via e-mail reply. Thank you for your cooperation.

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